

## Work Place Violence Restraining Orders

Employers can obtain this order to prohibit unlawful violence or credible threats of violence against their employees.

- These orders can be in effect up to 3 years.
- These orders may be renewed only once for an additional 3 year period.

Work Place Violence Restraining Orders are filed in E440/E477 in the City-County Building.

## Notifying the Respondent (person to be restrained) of the Order for Protection

The Order for Protection is in effect as soon as the judge signs it. However, the respondent must be **served** (notified of the order) before he/she can be held accountable.

- The respondent will be served in 3-5 working days.
- The civil sheriff will deliver a copy to the address you provide.
- The respondent will receive a copy of your petition and notification of the court date.
- If you are getting an eviction, the respondent will be served with the Order for Protection when he/she is evicted
- The eviction may happen the day you receive the order or the following working day.

## Tips on using your Order for Protection:

- Keep the Order for Protection with you at all times.
- Give copies of the first page to neighbors, co-workers, apartment security, children's school, daycare, etc.
- Ask others to help you by calling 911 if they see or hear anything suspicious.
- Keep a notebook of all violations, including the date, time, exact details of what happened and who witnessed it.

## If you have questions please call:

Marion County Superior Court 21  
327-2486

Protective Order Intake 327-8577

**For help with domestic  
abuse call (317) 926-4357**  
24 /7 information and connection  
to assistance and resources.

Brochure content produced by  
Marion County Superior Court 21.  
For copies contact the Domestic  
Violence Network of Greater  
Indianapolis at 475-6110.  
[www.domesticviolencenetwork.org](http://www.domesticviolencenetwork.org)



## DO YOU NEED PROTECTION FROM DOMESTIC OR FAMILY VIOLENCE?

## AN ORDER FOR PROTECTION MAY BE ABLE TO HELP

An **Order for Protection** is a Court Order that prohibits the **Respondent** (the person you file against) from committing or threatening to commit any acts of domestic or family violence, stalking, sex offenses, harassment, abuse, or having any contact directly or indirectly with the **Petitioner** (the person who files a petition requesting an order).

## **Who can get an Order for Protection?**

### **The following relationships qualify if you and the Respondent are:**

- Married or have been divorced
- Dating or have dated
- Involved in a sexual relationship
- Persons who have a child in common
- Related by blood, marriage or adoption

### **Or if the Petitioner is:**

- A person who has been a victim of what might be considered stalking ("stalking" requires a pattern of three or more incidents)
- A victim of a sex offense

A custodial parent can get an order on behalf of a minor against someone else if there is a qualifying relationship.

### **The following do not qualify:**

- Neighbors
- Acquaintances
- Ex-friends
- Landlords
- Tenants
- Co-workers (unless there is a qualifying relationship; however, a Work Place Violence Protective Order can be filed by the Employer protecting an Employee)
- Ex-spouses' new partners
- Ex-partners' new partners

**There is no charge to file the Order for Protection.**

**An attorney is not required to obtain an order.**

## **How to file for an Order for Protection**

### **To file an Order for Protection the Petitioner must have at least one of the following:**

- Date of Birth of the Respondent
- Social Security Number of the Respondent
- Address to serve the Respondent

### **For an Order for Protection you will need to go to:**

Protective Order Intake  
Suite E440/E477  
City-County Building  
200 East Washington Street  
Indianapolis, IN 46204  
(317) 327-8577

The Julian Center, Legacy House and other victim service centers can also fill out the paper work and fax it to the Court.

The Petitioner must come to the Court and pick up paperwork after it has been approved. This paperwork will include the Order for Protection itself and possibly a hearing date. If a hearing is set you must attend the hearing. If a hearing is not scheduled the Respondent has 30 days to request a hearing from the date that they were served.

### **To inquire about pressing criminal charges go to:**

Marion County Prosecutor's Office  
251 East Ohio Street 3<sup>rd</sup> Floor  
Indianapolis, IN 46204  
(317) 327-8500

## **Who is protected?**

### **You as Petitioner:**

The order mandates no contact with the Petitioner unless that paragraph has been specifically altered or deleted. The Petitioner is the only person with whom the Respondent is ordered to have no contact. Any protected parties (see below) would have protection as a non-violent contact order unless stated otherwise by the court.

The order will explain all the protection for the Petitioner. Please read the orders carefully because all orders will not be alike. It keeps the Respondent from harassing the Petitioner.

### **Other protected parties:**

The Respondent cannot commit or threaten to commit any acts of family or domestic violence because it is a non-violent protective order. If the parties have a child or children in common, the children may be put on the order as protected persons but it will not keep the other party from having contact or being with the child. These orders are not intended to interfere with any child visitation/custody order from any other Court.

### **Additional relief may be requested when petitioning for your order such as:**

- An eviction of the Respondent.
- A Writ of Assistance (court order) for Law Enforcement to aid you in retrieving personal items.
- Restitution
- Etc.